

ARTS EDUCATION

Teacher Initiated Project (TIP)

GRANT INSTRUCTIONS AND GUIDELINES

PURPOSE:

The purpose of the Teacher Initiated Project is to help teachers increase their knowledge and skills in the artistic discipline of the teacher's choice. A teacher chooses an artist in dance, theatre, music, visual arts, media arts, literature or storytelling to provide one-on-one instruction. TIP funds are used to pay the artist.



The TIP grant is NOT intended to be used like a residency. If you wish for an artist to teach in the classroom, please apply for an Artist In Residency grant.

GUIDELINES:

- Any teacher in any private, parochial, charter, or public school is eligible.
- No more than two teachers from any given school may apply in any grant cycle.
- Schools applying for a residency or arts education project are also eligible for one TIP grant submitted by a classroom teacher. Schools not applying for a residency or project are eligible for two classroom teachers apply for two separate TIP grants.
- No cash match is required. Matches are provided through teacher time and commitment.
- The grant is awarded to the school and the school must pay all project costs including artists' salaries, travel, per diem, lodging, materials, supplies, course fees, etc.
- Out of state artists are permitted for use in TIP grants ONLY IF they are already in town for another residency or arts education project (please keep in touch with the Arts Education office to stay informed of these opportunities).
- It is preferable that TIP grants utilize artists that are already in the community where the school is located.
- Local artists who are not on the Arts Education Program Roster (ie: university professors, local professional artists) must be approved by the Arts Education office PRIOR to grant submission.
- A letter of support from the principal must accompany each application.
- Only a portion of the budget (\$500) may be applied to consumable materials or commercial instructional materials. Requested material must support one of the categories listed above under "Purpose."
- The grant allows up to TWO nights lodging and travel for approved, non-local artists.

REVIEW CRITERIA:

- Evidence of artistic excellence of the artist and intended project activities
- Teacher's willingness to participate in *all* project activities
- Potential for increasing the teacher's knowledge and skills in the discipline of choice
- Potential for advancement of advocacy for the arts and arts education at the teacher's school
- Commitment to documenting teacher progress in achieving project goals

WORKSHEET ONLY



SUPPLEMENTAL MATERIALS may include, but are not limited to:

- Supporting materials (résumé, work samples, bio, etc.) for the residency artist(s) if they are not currently on UAC Arts Education Roster. **INSTRUCTIONS ON HOW TO PROVIDE THESE ITEMS WILL BE AVAILABLE SOON.**

FIRST TIME APPLICANTS must consult with an Arts Education (AE) staff person at the Utah Arts Council prior to submitting an application. These consultations may be conducted on site or by phone. To schedule a consultation, call the AE office at (801) 320-9794.

DRAFTS

AE staff is available to review drafts of applications. Drafts may be faxed to the AE office BEFORE February 15, 2009. Fax to (801) 533-3210. Remember, FINAL applications CANNOT be faxed.

**The Utah Arts Council/Arts Education program is funded in part
by the Utah Legislature and by the National Endowment for the Arts.**



**NATIONAL
ENDOWMENT
FOR THE ARTS**

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ARTS EDUCATION TEACHER INITIATED PROJECT (TIP) GRANT COVER AND STATISTICAL FORM

Funding for July 1, 2009 – June 30, 2010

Deadline TBA

1. Teacher's Name				
2. Home Address		City		Zip
3. Home Phone	()	4. E-mail Address		

5. School Name				
6. School Mailing Address		City		Zip
7. Principal's Name		8. School Phone	()	
9. School District Name		10. County		
11. Federal Employer Identification Number (9-digits)	87 -			
12 Check special populations/underserved to be involved in this project (Note: ELL stands for English Language Learner. Underserved also includes highly rural, isolated, etc.)	Physical Disabilities	<input type="checkbox"/>	Low Income	<input type="checkbox"/>
	Learning Disabilities	<input type="checkbox"/>	ELL	<input type="checkbox"/>
13. Check description of school instructional venue	Departmental	<input type="checkbox"/>	Trimester	<input type="checkbox"/>
	Extended Day	<input type="checkbox"/>	Year Round	<input type="checkbox"/>

14. U.S. Congressional District Representative	Bishop District 1 <input type="checkbox"/>	Matheson District 2 <input type="checkbox"/>	Chaffetz District 3 <input type="checkbox"/>
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15. STATE OF UTAH LEGISLATORS	
Representative(s)	Senator(s) IT IS NOT Bennett or Hatch

If you do not know your Utah Senate District, House District, or U.S. Congressional District Representative, please refer to this web site: www.vote-smart.org/index.phtml or call your County Clerk's office for this information.

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16. DUN & Bradstreet (DUNS) Number

Beginning 2006-2007, all grant applicants to the Utah Arts Council must register for a Dun & Bradstreet (DUNS) number. This number is free and can be used as an important advocacy tool for the arts. To register online for your Dun & Bradstreet number visit <http://fedgov.dnb.com/webform/displayHomePage.do;jsessionId=B8BE879C29585A863E8EB26AF9ADE8EC> or call (866) 705-5711. For a step-by-step guide for registration visit http://www.americansforthearts.org/information_services/research/services/creative_industries/004.asp

16. Dun & Bradstreet (DUNS) Number New Requirement!	DUNS Number
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17. ARTIST CHOICE (Artist must be on the AE Artist Roster. Artists not on the roster must apply to be on the AE roster at the time of application. Please contact the AE office for more information 801.320.9794)				
18. List the name of the AE Roster Artist for which this grant will be used				
19. List the city and state in which the artist lives	City		State	
20. Check the discipline of this artist				
<input type="checkbox"/> Dance	<input type="checkbox"/> Music			
<input type="checkbox"/> Film/Video	<input type="checkbox"/> Storytelling			
<input type="checkbox"/> Literary Arts	<input type="checkbox"/> Theatre			
<input type="checkbox"/> Multi-Discipline	<input type="checkbox"/> Visual Arts			

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REQUIRED SIGNATURES *Instructions will be available soon.*

21. Applicant (Teacher)

Name

22. Artist

Name

**Notification of panel decisions will be mailed in mid-June to the applicant, artist, and school.
Grant funds are sent directly to the applying organization. (Funds will not be sent to umbrella organizations.)**



Don't forget the narrative portion of the application!

ARTS EDUCATION
TEACHER INITIATED PROJECT (TIP)
NARRATIVE

Funding for July 1, 2009 – June 30, 2010

NARRATIVE QUESTIONS:

Please respond to the following, keeping in mind the review criteria listed in “Grant Instructions and Guidelines”.

- 1) Briefly describe your school (urban, rural, etc.) and your class (grade level and simple class profile).
- 2) Briefly describe the plan for which you are requesting support.
- 3) Briefly describe artists or artistic and educational resources you would like to use and how they will contribute to the accomplishment of your plan.